



COSTA MESA SANITARY DISTRICT MINUTES OF BOARD OF DIRECTORS REGULAR MEETING MARCH 11, 2004

CALL TO ORDER

The Board of Directors of the Costa Mesa Sanitary District met in regular session on March 11, 2004, at 6:00 p.m. in Room 1-A of the Civic Center, 77 Fair Drive, Costa Mesa.

President Schafer called the meeting to order at 6:00 p.m.

PLEDGE OF ALLEGIANCE

President Schafer led the Pledge of Allegiance

INVOCATION

Director Woodside gave the invocation.

ROLL CALL

DIRECTORS PRESENT: Arlene Schafer, Greg Woodside, Art Perry, James Ferryman, Dan Worthington

Director Perry arrived at 6:14 p.m.

DIRECTORS ABSENT: None

STAFF PRESENT: Robin Hamers, Manager/Engineer; Alan Burns, Legal Counsel; Tom Fauth, Assistant Manager; Joan Revak, Clerk of the District; Marc Puckett, Treasurer; Bobby Young, Finance; Ron Shef, District Ordinance Enforcement Officer; Debbie Bjornson, Permit Processing Specialist; Denise Gilbert, Permit Processing Specialist

OTHERS PRESENT: Diana Leach, Mesa Consolidated Water District
Jim Atkinson, Mesa Consolidated Water District

President Schafer welcomed Diana Leach, General Manager, Mesa Consolidated Water District and Jim Atkinson, Director, Mesa Consolidated Water District.



..... **CONSENT CALENDAR**

Director Ferryman motioned to approve the Consent Calendar as presented.
Director Woodside seconded. Motion carried 4-0.

REPORTS

MINUTE APPROVAL

Minutes of Recycling
Committee Meeting,
February 9, 2004

The Minutes of the Recycling Committee Meeting
of February 9, 2004, were approved as distributed.

Minutes of Regular
Meeting,
February 12, 2004

The Minutes of the Regular Meeting of February
12, 2004, were approved as distributed.

Minutes of Special
Meeting,
February 23, 2004

The Minutes of the Special Meeting of February 23,
2004, were approved as distributed.

MANAGER'S REPORTS

Refunds

A proposed Development was cancelled after fees
were paid, therefore, the Board approved the
following refund:

Refund request by
Pierre Hathaway
of \$795.00

Refund to: Pierre Hathaway
Parcel Address: 292 Villanova Road
Assessor's Parcel Number: 141-451-02
Reason for Request: Job was cancelled. No longer
doing construction work
Refund: \$665.00 OCSD Fees, \$75.00 Fixture Fees,
\$55.00 Sewer Permit Fee = \$795.00



COSTA MESA SANITARY DISTRICT
MINUTES OF BOARD OF DIRECTORS REGULAR MEETING
MARCH 11, 2004
PAGE 3

Occupancy Report and Payment of \$181,898.92 to Costa Mesa Disposal – March 2004

The Revised Trash Occupancy Count documented an increase of 1 unit for the occupancy report for solid waste collection as of March 1, 2004. Therefore, the total for March is 21,078.

Board directed Staff to prepare a warrant for \$181,898.92 to Costa Mesa Disposal on April 1, 2004, for payment for March trash collection based on the March count of 21,078.

Monthly Spill Report to Regional Water Quality Control Board (RWQCB)

The Monthly Spill Report to the Regional Water Quality Control Board (RWQCB) for February 2004 was accepted as submitted.

ENGINEER'S REPORTS

Project Status Report

The Project Status Report dated March 2004, was accepted as submitted.

TREASURER'S REPORTS

Financial Report as of February 29, 2004

The Financial Report as of February 29, 2004, was accepted as submitted.

Report of Monies on Deposit as of February 29, 2004

The Report of Monies on Deposit as of February 29, 2004, was received and filed.

Warrant 2004-09 for March 2004 in the amount of \$653,912.59

Warrant Resolution #CMSD 2004-09 was approved, authorizing the President and Secretary to sign the warrant and instructing the Treasurer to draw a warrant from the Costa Mesa Sanitary District General Fund in the amount of \$653,912.59.

Directors Expenses for the Month of February 2004

Director Expenses for the Month of February 2004 were ratified as follows:

Director Ferryman: \$510.00
Director Perry: \$850.00
President Schafer: \$1020.00 + \$15.00
Vice President Woodside: \$510.00
Director Worthington: \$850.00



..... **END OF CONSENT CALENDAR**

WRITTEN COMMUNICATIONS

There were no written communications.

Mr. Shef arrived at 6:04 p.m.

PUBLIC COMMENTS

There were no public comments made.

MANAGER'S REPORTS

The Spring Newsletter was distributed to Board for review and comment. Comments will be sent to Ms. Revak.

ANTI-SCAVENGING AND SCREENING OF TRASH CONTAINERS ENFORCEMENT REPORTS

POLICE REPORT

Mr. Hamers presented a memorandum providing the scavenging statistics for February 2004 as follows:

Location	Calls for Service	Cite/Arrest
Area I	2	2
Area II	0	0
Area III	0	1
Area IV	0	0
TOTAL	2	3

DISTRICT ORDINANCE ENFORCEMENT OFFICER REPORT

Mr. Hamers presented the ordinance enforcement summary report for the four-week period beginning January 26, 2003 and ending February 22, 2004.



Mr. Shef's summary report contained the following information:

- 28 flyers given to residents and 7 containers oversprayed and ID tagged.
- Arraignment March 4, 2004 for Masters Circle resident.
- Information provided for Spring newsletter regarding scavenging and disposal of recyclable materials on collection day.
- Courtesy notice reflecting information concerning recyclables and extra trash would be helpful in certain areas of the District.
- Several addresses checked regarding switching to or from a dumpster.

President Schafer brought a photograph of two residences with ten containers lined up in front of them.

CMSD STRATEGIC PLAN

YEAR 2003/2004 ACTION ITEMS

Mr. Hamers presented the 2003/2004 Strategic Planning Action Items.

SEPARATION OF ADMINISTRATIVE STAFF FROM CITY

Mr. Hamers reported a special meeting was held March 8, 2004 and an additional meeting is scheduled.

RECYCLING REPORTS

WASTE DIVERSION REPORT – FEBRUARY 2004

The Waste Diversion Report for February has not yet been received.

CONTRACT PAYMENT TO CR TRANSFER FOR RECYCLING SERVICES AND DISPOSAL

PAYMENT FOR FEBRUARY 2004 SERVICES

Director Ferryman motioned to approve contract payment to CR Transfer for recycling services and disposal for the month of February 2004, in the amount of \$137,164.75, pending verification by Staff. Director Woodside seconded. Motion carried 4-0.



COSTA MESA DISPOSAL REQUEST FOR FULLY-AUTOMATED SERVICE AND PRESENTATION OF MASTER PLAN

Mr. Hamers reported a Master Plan is being developed with review of the contract and investigation of fully-automated service.

Mr. Burns will review the contract for language changes.

A special meeting was set for March 29, 2004, at 6:00 p.m..

CITY OF COSTA MESA/CMSD/MCWD LIAISON MEETING

Mr. Hamers reported the liaison meeting with the City of Costa Mesa, Costa Mesa Sanitary District, and MCWD will be rescheduled. Ms. Revak is working with the City of Costa Mesa and MCWD in determining a satisfactory date for the meeting.

CLOSED SESSION WITH REAL PROPERTY NEGOTIATORS PURSUANT TO GOVERNMENT CODE SECTION 54956.8

PROPERTY: 628 W. 19th Street, Costa Mesa, California

AGENCY NEGOTIATORS MAY INCLUDE: Arlene Schafer, Jim Ferryman, Rob Hamers, Tom Fauth, and Joan Revak

NEGOTIATING PARTIES: Cheong Lee Family LLC

UNDER NEGOTIATION: Price and Terms of Purchase

PROPERTY: 1914 Meyer Place, Costa Mesa, California

AGENCY NEGOTIATORS MAY INCLUDE: Arlene Schafer, Jim Ferryman, Rob Hamers, Tom Fauth, and Joan Revak

NEGOTIATING PARTIES: Gene LaBlanc

UNDER NEGOTIATION: Price and Terms of Purchase

President Schafer suggested the topic be moved to the end of the meeting.

RECYCLING COMMITTEE – MONDAY, MARCH 9, 2004 - 9:00 A.M., CR-1A
DIRECTORS WORTHINGTON AND PERRY

STRATEGIC PLANNING 2004 – PUBLIC OUTREACH – CLASSROOM RECYCLING PROJECTS

Director Worthington commended Director Perry for his idea to provide a participation certificate to the classrooms that participate in one of the District's recycling programs. Staff will follow up with certificates.



2003 SCHOOL TELEPHONE BOOK RECYCLING PROGRAM

Director Worthington reported the 2003 School Telephone Book Recycling Program has ended with another successful collection. Awards are being distributed to all 27 schools.

GREETING CARD RECYCLING PROGRAM

Director Worthington reported the 2003 greeting card recycling program netted fewer cards than previous years (350 pounds). Director Worthington felt there was less advertising of the program this year.

Director Perry suggested getting the schools involved in the greeting card recycling program.

Director Worthington requested putting this item on the agenda for September to revisit the issue of an award system for participation with the schools.

ENGINEER'S REPORTS

WASTE DISCHARGE REQUIREMENTS – (WDR)

GENERAL UPDATE

Mr. Hamers provided a brief history of the WDR and reported the consultant hired is doing an excellent job. Mr. Hamers reported they are 40 to 50 percent of the way through the program. Mr. Hamers and Mr. Fauth met with the consultant and reported they have mapped approximately 400 restaurants in the District, reviewed the "hot spots," mapped sewer spill locations and looked at the video of the sewer lines. The consultant also reviewed current cleaning methods and determined what was needed to remove the grease from the system.

TREASURER'S REPORTS

Mr. Puckett had nothing to report to the Board.

Mr. Hamers asked Diana Leach how funds are invested at MCWD.

Ms. Leach gave a brief explanation of how their designated funds are invested.



ATTORNEY'S REPORTS

433 WALNUT PLACE AGREEMENT – AGREEMENT WITH PROPERTY OWNER

Mr. Burns provided a brief history of the property at 433 Walnut Place. Mr. Burns reported receiving correspondence from the attorney for the seller and will report to the Board once the correspondence has been reviewed.

Director Worthington requested an update on the Masters Circle residence. Mr. Burns provided an update and reported the assistant district attorney recommended a revised approach to the matter.

LOCAL MEETINGS

ORANGE COUNTY SANITATION DISTRICT (OCSD)

REGULAR MEETING – FEBRUARY 25, 2004 (DIRECTOR FERRYMAN)

Director Ferryman attended the February 25, 2004 meeting and reported the following:

- Asset management proposal reviewed and new proposal expected
- Class A biosolid facility in Kern County with 10 year commitment
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INDEPENDENT SPECIAL DISTRICTS OF ORANGE COUNTY (ISDOC)

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President Schafer reported the Executive Board meeting was held on March 3, 2004, and reported they discussed the following:

- SB 1272 by Ortiz
- Next General ISDOC Meeting will be held April 29th with Speaker Ken Lee from LAFCO
- Update on MSR's (Municipal Service Reviews)
- Return to Special District's in the spotlight at general meetings

President Schafer reported there will be an election held at the April 29th ISDOC General meeting for the seats of Robert Bouer, Randal Bressette, and Arlene Schafer. President Schafer requested the support of the Board to run in the election and that an alternate participate in the voting.



Director Ferryman motioned to support Arlene Schafer for the LAFCO board

Director Woodside seconded. Motion carried 5-0.

President Schafer motioned to appoint Greg Woodside as a voting member of the special district selection and Jim Ferryman as alternate. Motion carried 5-0.

MEMBERSHIP DUES FOR 2004-2005 IN THE AMOUNT OF \$50.00

Director Woodside motioned to approve payment of \$50.00 for 2004-2005 membership dues for ISDOC. Director Perry seconded. Motion carried 5-0.

LOCAL AGENCY FORMATION COMMISSION (LAFCO)

President Schafer attended the March 10, 2004, LAFCO meeting and reported they discussed the following:

- Update on Costa Mesa and Newport Beach Islands Annexations
- Commission ratified a contract with Conrad & Associates for auditing services
- Update on legislation matters
- Closed session for public employee appointment
- Litigation matter

CALIFORNIA SPECIAL DISTRICTS ASSOCIATION (CSDA)

President Schafer will attend the March 12, 2004 meeting in Sacramento. A working plan was submitted.

President Schafer reported she currently sits on four committees: Legislation, Finance, Membership Vice Chair, and Election and Bylaws Chair. CSDA is beginning the Governance classes for the year.

OLD BUSINESS

There was no old business discussed.

NEW BUSINESS

Director Worthington requested information on the trash container fees collected to date. Mr. Fauth provided a brief report.



ORAL COMMUNICATIONS AND DIRECTOR COMMENTS

There were no oral communications.

Mr. Jim Atkinson reported Mesa Consolidated Water will be sending a representative to all CMSD regular board meetings.

CLOSED SESSION WITH REAL PROPERTY NEGOTIATORS PURSUANT TO GOVERNMENT CODE SECTION 54956.8 – REVISITED

Mr. Fauth reported he did not have anything to discuss that was of a sensitive nature and suggested the topic be held during the regular Board meeting. President Schafer determined a closed session would not be necessary.

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NEGOTIATING PARTIES: Gene LaBlanc

UNDER NEGOTIATION: Price and Terms of Purchase

Mr. Fauth provided an update to the Board regarding the property at 628 W. 19th Street. Mr. Fauth requested comments and ideas be directed to him.

Director Ferryman suggested getting a space planner as soon as possible. An architect was also recommended.

Mr. Burns inquired as to the recordkeeping practices throughout the investigation of the property. Mr. Fauth provided a synopsis of the recordkeeping procedure.

Mr. Burns suggested a letter to the City of Costa Mesa thanking them for their comments.

Mr. Fauth reported he had no additional information on the 1914 Meyer Place property.



ADJOURNMENT

At 7:30 p.m., President Schafer adjourned the meeting.

SECRETARY

PRESIDENT